

**WESTMINSTER COMMUNITY CHARTER SCHOOL  
AGENDA FOR BOARD MEETING TO BE HELD ON  
WEDNESDAY, JUNE 28, 2023**

- 1) Call meeting to order
- 2) Review 05-24-23 Minutes
- 3) Public Comment Period
- 4) Principal Report {**Teresa Gerchman**} 3:30pm-4:10pm
- 5) Board Committee Updates 4:10pm-4:20pm
  - Academic (**Czarnecki**/Cozzo/Eisenbeis/Kim)
  - Finance (**Eisenbeis**/Czarnecki/Obletz)
  - HR & Governance (**Obletz**/Eisenbeis/Kim/Taylor)
  - School Culture (**Brown**/Cozzo/Mesi/Taylor)
- 6) Financial Update {**Laura Ferrino**} 4:20pm-4:30pm
- 7) 2024 Board Meeting Schedule {**Eisenbeis/Mesi**}
  - Discuss start times
- 8) Consider the adoption of the following resolutions:
  - 2023 – 013 ELECTION OF BOARD OF TRUSTEES.
  - 2023 – 014 ELECTION OF BOARD OFFICERS.
  - 2023 – 015 WCCS BOARD MEMBER RESIGNATION.
  - 2023 – 016 ELECTION OF NEW MEMBER TO THE BOARD OF TRUSTEES.
  - 2023 - 017 APPROVAL OF WCCS 2023-24 CALENDAR.
  - 2023 – 018 APPROVAL OF 2023-24 PROFESSIONAL DEVELOPMENT PLAN.
  - 2023 - 019 APPROVAL OF WCCS TUITION REIMBURSEMENT PROGRAM.
  - 2023 – 020 APPROVAL OF CONTRACT WITH SAFE & CIVIL SCHOOLS.
  - 2023 – 021 APPROVAL OF CONTRACT WITH APPERTURE EDUCATION.
  - 2023 – 022 APPROVAL OF OMNI RENEWAL.
  - 2023 – 023 APPROVAL OF CONTRACT WITH SCHOOL MINT.
  - 2023 – 024 APPROVAL OF CONTRACT WITH SCHOOLWORKS.

2023 – 025 APPROVAL OF CONTRACT WITH SYNERGY.

2023 - 026 APPROVAL OF CONTRACT WITH MIP CLOUD BY COMMUNITY BRANDS.

9) Other Business

If required

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In attendance at the Board meeting were:

Terenda Brown  
Liz Czarnecki  
Rita Eisenbeis  
Callie Johnson  
Roselyn Taylor

- 1) Chairman Eisenbeis called the meeting to order at 3:29 p.m.
- 2) The May 24, 2023 minutes were reviewed approved
- 3) Public Comment Period – the following Westminster Community Charter School staff attended the meeting and voiced concerns that will be addressed at the August Board Retreat: Maria Makowski, Victoria Meister, Marcy Mickelson, and Corey Wilson.
- 4) **Principal Report** – updates include enrollment numbers by grade, enrollment/reenrollment numbers, student recruitment summary, summer professional development plan, K-8 iReady reading and math results, academic measures (goal, percentage, and percentage complete) teacher compliance, daily attendance, tardies, discipline incidents and suspensions to include detail. Also shared a high-level update tied to the School Improvement Plan (SIP).
- 5) **Advisory Board Committee Updates**  
Academics – committee lead provided an overview of their meeting provided in the board packet.  
Finance – committee lead provided an overview of their meeting provided in the board packet.  
HR & Governance – no meeting held this month.  
School Culture – committee lead provided an overview of their meeting provided in the board packet.
- 6) **Financial Update** – Laura Ferrino reviewed the following financial reports: summary balance sheet as of May 31, 2023 and July 1, 2022 to June 30, 2023 actual vs. budget year to date. Additionally a high-level pandemic relief funding update was provided to the board.
- 7) 2024 Board Meeting Start Times – After comments raised in the Public Comment period, the times, and locations for the 2024 board meetings will be a topic of discussion at the August board retreat.
- 8) After thorough discussion and upon motion duly made and seconded, the following resolutions were unanimously adopted by the Board of Trustees:

2023 – 013 ELECTION OF BOARD OF TRUSTEES. Resolved: The following Trustees shall be elected until the next annual meeting of the Trustees:

- Terenda Brown
- Diane Cozzo

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- Elizabeth Czarnecki
- Rita Eisenbeis
- Thomas Kim
- Melissa Leopard
- James Oblatz
- Rosalyn Taylor

2023 – 014 ELECTION OF BOARD OFFICERS. Resolved: The following officers shall be elected until the next annual meeting of the Directors:

- Chair - Rita Eisenbeis
- Vice Chair – Elizabeth Czarnecki

2023 – 015 WCCS BOARD MEMBER RESIGNATION. Resolved: That the resignation of Dr. Callie Johnson as a board member of the Board of Trustees of Westminster Community Charter School be accepted.

2023 – 016 ELECTION OF NEW MEMBER TO THE BOARD OF TRUSTEES. Resolved: That Dr. Raquel Schmidt, be elected as a member of the Board of Trustees until the next annual meeting, subject to approval by the Charter Authorizer, the Buffalo Board of Education.

2023 - 017 APPROVAL OF WCCS 2023-24 CALENDAR. Resolved: That the Westminster Community Charter School 2023-24 calendar be approved.

<b>WCCS Total Calendar Days</b>					
	T	S		T	S
Aug	3	0	Feb	16	16
Sept	20	19	Mar	20	20
Oct	21	21	Apr	17	16
Nov	18	18	May	22	21
Dec	16	16	Jun	14	13
Jan	21	21	<b>Total</b>	<b>188</b>	<b>181</b>
<b>BPS Total Calendar Days</b>					
	T	S		T	S
Aug	0	0	Feb	16	16
Sept	19	16	Mar	20	20
Oct	21	21	Apr	17	16
Nov	18	18	May	22	21
Dec	16	16	Jun	18	17
Jan	21	21	<b>Total</b>	<b>188</b>	<b>182</b>

2023 – 018 APPROVAL OF 2023-24 PROFESSIONAL DEVELOPMENT PLAN. Resolved: That the Westminster Community Charter School 2023-24 Professional Development Plan be approved.

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2023 - 019 APPROVAL OF WCCS TUITION REIMBURSEMENT PROGRAM. Resolved: That the teacher tuition assistance for Danielle Gorsky to attend St. John Fisher University in the Spring/Summer 2023 in order to obtain her MS in Library Media be approved.

2023 – 020 APPROVAL OF CONTRACT WITH SAFE & CIVIL SCHOOLS. Resolved: That the contract with Safe & Civil Schools to provide teacher professional development program - Coach CHAMPS: Building a System of Support for all Teachers August 29-30, 2023 be approved. The cost is \$6,000 per day plus travel expenses.

2023 – 021 APPROVAL OF CONTRACT WITH APPERTURE EDUCATION. Resolved: That the contract with Apperture Education to provide DESSA SEL support for the term July 1, 2023 to June 30, 2024 be approved. The cost for these services is \$4,140.

2023 – 022 APPROVAL OF OMNI RENEWAL. Resolved: that the Services Agreement with OMNI for the 2023-24 school year be approved. The estimated cost for these services is \$300.

2023 – 023 APPROVAL OF CONTRACT WITH SCHOOL MINT. Resolved: that the Services Agreement with School Mint for the 2023-24 school year be approved. The estimated cost for these services is \$5,156.

2023 – 024 APPROVAL OF CONTRACT WITH SCHOOLWORKS. Resolved: That the contract with School Works, LLC to provide project management, board training, school mission and culture refinement, collective team virtual coaching check-ins, and mid-year school quality review for Westminster Community Charter School be approved. The cost for these services is \$48,650.

2023-025 APPROVAL OF CONTRACT WITH SYNERGY. Resolved: That the contract with Synergy to provide Westminster Community Charter School with required network upgrades be approved. The cost for these services is \$5,700.

2023-026 APPROVAL OF CONTRACT WITH MIP CLOUD BY COMMUNITY BRANDS. Resolved: That the contract with MIP Cloud by Community Brands to convert remote Abila platform to cloud based system; and fifteen months of cloud-based hosting be approved. The cost for these services is \$9,075.02.

There being no further business to come before the Trustees, on motion duly made, seconded, and unanimously carried, the meeting was adjourned at 4:40 p.m.

Respectfully submitted,

*Amy J. Mesi*

Board Secretary